

MINUTES OF THE ACADEMIC SENATE OF QUEENS COLLEGE  
 Kiely Hall - room 170

October 15, 1981

1. The Holder of the Chair, David Alsop, called the meeting to order at 3:40 p.m.
2. Approval of Agenda -
  - a) MOTION: Duly made (Schuler), seconded and passed:
 

"To amend the agenda and make item 4-b, the Nominating Committee, under Committee Reports."
  - b) MOTION: Duly made (Greener), seconded and passed:
 

"To amend the agenda, and make item 4-a-2 under Executive Committee, elections to the following College committees: Athletic Policies Committee, and the Athletic Recruitment and Subsidization Committee."
  - c) Seeing no further amendments, the Chair called for an immediate vote on the amended agenda.
 

Agenda adopted - as amended.
3. Approval of Minutes -
  - a) MOTION: Duly made, seconded and passed:
 

"To adopt the minutes of April 30, 1981, as distributed."
  - b) MOTION: Duly made, seconded and passed:
 

"To adopt the minutes of May 14, 1981, as distributed."
  - c) MOTION: Duly made, seconded and passed:
 

"To adopt the minutes of May 19, 1981, as distributed."
  - d) MOTION: Duly made, seconded and passed:
 

"To adopt the minutes of May 28, 1981, as distributed."
4. Announcements, Administrative Reports, and Memorials -
  - I. a) In Memoriam statement was read by Professor Ursula Schoenheim for Professor Samuel Lieberman, a member of the Department of Classical and Oriental Languages. The Senate paid its respects by rising for a moment of silence. Memorial Resolution - passed (see attachment).
  - b) In Memoriam statement was read by Professor Raymond Gasper for Professor Bertram Joseph, a member of the Department of Drama and Theatre. The Senate paid its respects by rising for a moment of silence. Memorial Resolution - passed (see attachment).
  - c) The Senate paid its respects by rising for a moment of silence In Memoriam for Dr. Donald E. Landefield, professor emeritus of the Department of Biology.

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## 4. Announcements, Administrative Reports, and Memorials (continued)

II. Dr. Alsop announced the following proposals adopted by the Executive Committee, acting for the full Senate, on May 21, 1981:

Undergraduate Scholastic Standards Committee:

- a) MOTION: "Students may not register for courses whose meeting times overlap without first obtaining written permission to do so from the Undergraduate Scholastic Standards Committee."

General Graduation Standards -

- b) MOTION: "No more than 21 credits of P/NC grading may be applied toward a degree, except for I.B.A. students who are permitted a greater amount."

Graduate Scholastic Standards Committee: (proposal of April 6, 1981 - changes in Generic Degree Requirements - resubmitted)

- c) "Resolved that, applicants to the Graduate Division who received their undergraduate degree in a non-English speaking university and who have completed fewer than six graduate credits in an English speaking university, must take the test of English as a Foreign Language (TOEFL). Those applicants who score between 500 and 600 on the TOEFL will be required to take a College English as a Second Language course that will be a special reading and writing course for graduate students, which course shall bear no graduate credit."
- d) Effective Fall 1981, the following new B. A. requirements:  
 "Resolved, that transfer students matriculating at Queens College in Fall 1981, with 28 or more advanced standing credits must complete the Basic Skills and Distributional Requirements in effect prior to Fall 1981, for graduation; transfer students matriculating with less than 28 advanced standing credits must complete all Baccalaureate requirements effective as of Fall 1981."
- e) The Executive Committee adopted a new Course and Faculty Evaluation form to be used for the academic year 1981-82.
- f) The new Academic Senate Policies 1970-81, have been received by the Senate office and will be distributed as soon as possible.

The Chair asked if there were any objections to the proposals adopted by the Executive Committee.

- g) MOTION: Duly made (Speidel), and seconded:

"To reject the action of the Executive Committee with regard to the Undergraduate Scholastic Standards Committee proposal on overlapping of courses, and return the proposal to the Undergraduate Scholastic Standards Committee for reconsideration."

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## 4. II. g) Executive Committee - proposals adopted May 21, 1981 (continued)

Secondary Amendment (Boylan), seconded (Reuder) - "To postpone discussion of proposal on overlapping of courses until the next Senate meeting, so that the Executive Committee has time to re-examine the matter."

Boylan withdrew her amendment (seconder agreed).

Seeing no further debate on Speidel's motion, the Chair called for an immediate vote.

Speidel's motion - passed.

The Chair asked if there were any further objections to the adoption of proposals by the Executive Committee on May 21, 1981. There were none.

III. The Chair announced that the President would not be able to address the Senate today.

## 5. Committee Reports -

## I. Executive Committee:

## a) MOTION: Duly made (Fields), and passed (without dissent):

"To make the following Charter change: Revise Section XI.D.3 (Review of Dean's qualifications) -

from: The term "Dean" in the above section refers specifically to the Deans of the undergraduate Academic Divisions, Dean of Special Studies and Honors, Dean of the School of General Studies, and Vice-President for Student Affairs.

to: The term "Dean" in the above section refers specifically to the Deans of the undergraduate Academic Divisions, the Dean of Students, the Dean of the School of General Studies, and the Dean of Graduate Studies and Research.

b) Nominations and elections to the following College committees:

The following faculty and students were nominated to the Athletic Recruitment and Subsidization Committee:

Faculty: William Modeste

Students: Joe Eisen  
Patricia Montagano  
Brian DeMasters

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominees."

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5. I. b) Executive Committee - Nominations and elections to College committees  
(continued)

The following students were nominated to the Athletic Policies Committee:

David Osborn, Judy Solomon.

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominees."

c) Nominations and elections to the Nominating Committee:

The following faculty was nominated to fill the open Arts seat on the Nominating Committee (to 1982):                   George Held

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominee."

The following student was nominated to fill the open Grad. seat on the Nominating Committee (to 1982):                   John Scott

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominee."

## II. Nominating Committee (Schuler) -

a) The following student was nominated to fill the open Sci. seat (to 1981) on the Graduate Curriculum Committee:                   Phyllis Rumore

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominee."

b) The following student was nominated to fill the open Sci. seat (to 1981) on the Graduate Scholastic Standards Committee:                   Shay Sylvestri

The Chair asked if the Nominating Committee had checked if all student nominees were in good standing. The answer was, "no."

MOTION: Duly made (Greener), seconded and passed:

"That the Senate reconsider the election for student seats on Senate committees that were nominated today."

c) The following students were nominated to the open seats on the Library Committee:

Pete Sodol (to 1981)  
Jack Berkowitz (to 1982)

Seeing no further nominations, the Chair asked the Secretary, "to cast one ballot for the nominees."

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5. III. Undergraduate Curriculum Committee (Boylan) -  
(Undergraduate Curriculum Committee proposals of May 7, 1981, as distributed):

## Major Items:

## a) MOTION: Duly made, and passed:

"To adopt change in requirements for the degree in Health and Physical Education (HEGIS #0837 BA) to change Level I Biology requirement from Biology 6.3 to Biology 3 and Biology 24."

## b) MOTION: Duly made, and passed:

"To adopt new courses in Economics 90 - Research Methods in Economics, and 92 - Honors Seminar."

## c) MOTION: Duly made, and passed:

"To adopt new course in Germanic, Slavic, and East European Languages - Russian No. 70."

## d) MOTION: Duly made, and passed:

"To adopt new course in Health & Physical Education - No. 9."

## e) MOTION: Duly made, and passed:

"To adopt new courses in Philosophy - Nos. 2.1, E2.1; 2.2, E2.2; 40.1, E40.1; 40.2, E40.2; 45.1, E45.1; 70.1, E70.1."

## f) MOTION: Duly made:

"To adopt new course in Sociology - No. 55, Practicum in Academic Advisement of the Sociology Major."

MOTION: Duly made, seconded and passed:

"To close off debate on Sociology No. 55."

Motion to adopt Sociology No. 55 - passed.

## g) MOTION: Duly made, and passed:

"To adopt minor changes in courses in Biology, Economics, Germanic, Slavic, and East European Languages, and Music."

## IV. Undergraduate Scholastic Standards Committee (Dr. Backner was designated by Harvey Burstein, Chairman of the Committee, to make motions in the name of the Committee.)

## a) MOTION: Duly made, and seconded: (to adopt the following resolution):

"Resolved, the last day for course withdrawals and leaves of absence for the fall and spring semesters shall be the end of the eleventh week of those semesters."

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## 5. IV. a) Undergraduate Scholastic Standards Committee resolution (continued)

MOTION: Duly made (Greener), seconded and passed:

"To close off debate on Backner's resolution."

Resolution - passed.

b) MOTION: Duly made (Backner), and seconded: (to adopt the following resolution):

"Resolved, that Queens College institute the use of a form that must be signed by both instructor and student each time an instructor awards a student an incomplete grade. This form should be instituted in the Fall 1981 semester so that incomplete grades awarded at the end of the Fall 1981 semester would require the submission and completion of such a form."

Chair ruled that the resolution covers two separate motions:

- i) resolution to adopt a form for an incomplete grade;
- ii) the adoption of the form submitted by the Undergraduate Scholastic Standards Committee.

MOTION: Duly made (M. Weiner), seconded and passed:

"To close off debate on the resolution to institute the use of a form for an incomplete grade."

Resolution to adopt a form for an incomplete grade - passed.

MOTION: Duly made (Backner), and seconded:

"To adopt the form, as distributed, for Request for Grade of Incomplete, with the following notes:

1. Student may NOT request an INC grade after the last class meeting.
2. Instructors who agree to give an INC grade also agree to submit a Change of Grade no later than THREE WEEKS after the missing course requirements are satisfied by their students.
3. The STUDENT COPY of this form should be given to the student as soon as it is agreed to and signed.
4. The instructor retains the INSTRUCTOR COPY for his or her record and submits the other two copies to the Department Chairperson at once.
5. The Department Chairperson must submit the REGISTRAR'S COPY of this form along with submission of the CHANGE OF GRADE form."

Amendment (Rifkin) - "To delete the words (on the form), 'in residence' from the sentence reading, 'Student agrees to complete above by: (date) (May not be later than last day of next semester in residence.)', and substitute with the words, "or by extension as granted by the Undergraduate Scholastic Standards Committee," after the word, 'semester'."

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## 5. IV. b) Undergraduate Scholastic Standards Committee - Request for Grade of Incomplete (continued)

Seeing no further debate on Rifkin's amendment, the Chair called for an immediate vote.

Rifkin's amendment - passed.

Amendment (J. Berkowitz) - "To add the following sentence to the "Notes" on back of the form: "Students are encouraged to frequently meet with their instructors so that the ~~program~~ <sup>RECOURCES</sup> of the INC. can be monitored by both parties involved."

Seeing no further debate on Berkowitz's amendment, the Chair called for an immediate vote.

Berkowitz's amendment - passed.

Amendment (J. Berkowitz) - "To delete item one from the "Notes."

6:00 p.m. MOTION: Duly made (Fields), seconded and passed:

"To fix the time of adjournment at 6:15 p.m."

MOTION: Duly made (Fields), seconded and passed:

"To close off debate on Berkowitz's amendment."

Berkowitz's amendment - passed.

Seeing no further debate, the Chair called for an immediate vote on the form, as modified.

Form, as modified - passed (see attachment).

c) MOTION: Duly made (Damelio), and seconded:

"To reconsider the Undergraduate Scholastic Standards Committee Motion I on agenda, adopted today."

6:10 p.m. (Stemple) requested a quorum call. There was a quorum present.

6:15 p.m. The Chair adjourned the meeting; to be reconvened on Thursday, October 29, 1981, at 3:15 p.m.

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